



SELECT BOARD RECORD OF MEETING  
JANUARY 14, 2025  
WINDSOR TOWN OFFICE

Note: This record of meetings may not be considered an official public record until such time as they are read and accepted by the Select Board Members.

**Members Present:** William Appel Jr., Andrew Ballantyne, Thomas McNaughton, and Allison Whynot. Chester D. Barnes Jr. arrived at 6:09 p.m.

**Public Attending:** Tom Reed, Ray Chavarie, Carol Chavarie, Devin Noonan, Matt Taylor, Patricia Taylor, Brandi Grosjean, Kimberly Hutchinson, and Ray Bates.

**Employees Attending:** Theresa L. Haskell (*Town Manager*), Kathy Johnson (*Tax Collector, Bookkeeper, Deputy Clerk*), and Keith Hall (*Public Works Road Supervisor*).

William Appel Jr. opened with the Pledge of Allegiance at 6:00 p.m.

Previous Meeting Minutes: **Thomas McNaught made a motion to approve the Special Select Board meeting minutes dated 12/30/24 as presented, seconded by Allison Whynot, and approved 4-0-0.**

**Consideration of Warrants #30 and #31 – Thomas McNaughton made a motion to approve Warrants #30 and #31, seconded by Allison Whynot and approved 5-0-0.**

**Public Works: Keith Hall reported.**

- a.) Truck #9 is at O’Connors having warranty work done. The truck should be ready to be picked up by Public Works on 1/15/25.
- b.) Public Works have a full fleet of trucks including a spare truck currently.
- c.) There is a good supply of Town sand and salt.

**Transfer Station:**

- a.) Theresa handed out the Monthly figures for December 2024, this is up from last year’s \$880.25. The total amount is up from last year of \$4,153.46 for a total of \$51,144.00.

**Animal Control Officer: Nothing to report.**

**Cemetery Sexton: Nothing to report.**

**Code Enforcement Officer:**

- a.) New road name request off Windsor Neck Road. Arthur Strout (*CEO, Plumbing Inspector and E911 Addressing Officer*) reviewed with the Select Board briefly the request for road name. **William Appel Jr. made a motion to approve the road name Vista View Dr. contingent on approval of all the road occupants, seconded by Chester D. Barnes Jr. and approved 5-0-0.**
- b.) Chester D. Barnes Jr. made a comment that the situation thus far for 762 Ridge Road has been managed very professionally. Theresa stated that taxes on the property have now been paid in full by the property owner. The Town will continue the contracted clean-up process on the property and try to recover its financial resources used for this property.

**RSU #12: Nothing to report.**

**Town Manager’s Items – Theresa Haskell reported.**

- a.) The Lincoln County Recycling Program had an 8% increase from last year. The 2025 May-April contract price will be \$12,958.41. **Chester D. Barnes Jr. made a motion to give Theresa Haskell permission to sign the 2025 May-April Lincoln County Recycling Program contract for \$12,958.41, seconded by Andrew Ballantyne and approved 5-0-0.**
- b.) Theresa handed out a draft of the Corbridge Retirement Documents with changes for the Select Board to review.
- c.) Discussion about the Harris/TRIO upgrade. TRIO has extended a \$2,000.00 discount until the end of January 2025. This discount is for the transition from TRIO SQL to TRIO WEB. The cost for the upgrade is \$8995.00. This upgrade will include the backup to a cloud. Brief discussion about the upgrade. **Chester D. Barnes Jr. made a motion for Theresa Haskell to sign the contract to upgrade Harris/TRIO from SQL to WEB to include the cloud for backup and utilize the \$2,000.00 discount from Harris/TRIO at the cost of \$8,995.00, seconded by Andrew Ballantyne and approved 5-0-0.**
- d.) Theresa gave updates on Windsor Educational Foundation and Reed Trust Fund accounts and interest rates.
- e.) Theresa handed out a quote from JNM Electric to replace the bulbs upstairs at the Town Hall. The quote was to replace 54 existing bulbs with 54 LED bulbs, without disposal. The quote is \$1955.00. The board will discuss it further.

#### **Public Comment:**

- a.) Ray Chavarie from Windsor Rescue presented to the Select Board the cost he researched for a chest compression system for CPR and a stretcher with mount for the rescue unit. The chest compression system cost is \$26,157.47 and the stretcher with mounting hardware cost is \$38,616.12. The total cost for both is \$64,773.59. There are currently monies available in the reserve fund to use towards these items. Windsor Rescue can come up with the remaining amount above what the Reserve Fund does not cover. **Andrew Ballantyne made a motion to use up to \$60,000.00 from the Reserve Fund to purchase a chest compression system for CPR and a stretcher with mounting hardware for Windsor Rescue, seconded by Thomas McNaughton and approved 5-0-0.**
- b.) Devin Noonan was checking in and asked the Select Board if there was anything else he needed to do regarding the medical marijuana Article for the June 2025 ballot. Theresa said that the Article is being reviewed with legal to be sure the wording is correct and ready for the June ballot. Andrew Ballantyne added that if Devin had further questions about the ordinances or any ordinances, Devin should attend Planning Board meetings held on the first Monday of each month at the Town Hall at 7:00 p.m.

#### **Select Board Notes or Bulletins:**

William Appel noted Theresa Haskell requested time off, February 3<sup>rd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup>. All approved by Select Board.

**William Appel Jr. adjourned as Select Board to discuss 2025/2026 Budget items at 6:55 p.m.**

These minutes were approved by the Select Board on January 28, 2025.

**A Special Select Board Meeting will be on Tuesday, January 21, 2025, and January 27, 2025, at 6:00 p.m. re: 2025/2026 budget, and the Regular Select Board Meeting will be on Tuesday, January 28, 2025, at the Windsor Town Hall.**

Respectfully Submitted,

Kathy Johnson  
*Select Board Secretary*  
*Tax Collector/Bookkeeper/Deputy Clerk*